

**ORDINANCE NO. 649**

**AN ORDINANCE TEMPORARILY CHANGING OFFICE HOURS AT CITY HALL UNTIL FURTHER NOTICE**

**WHEREAS**, the Willamina City Council has prepared and adopted the City of Willamina, Oregon, Code of Ordinances, that sets out policies and procedures for city operation on a variety of topics; and

**WHEREAS**, Section 32.45, Office Hours, Section (A) sets forth that business hours for City Hall will be 8 am to 5 pm Monday through Friday, including lunch hours; and

**WHEREAS**, the City Council desires to temporarily change these hours to allow staff time to focus without interruption on work required to complete pending financial audits;

**NOW, THEREFORE**, the City of Willamina, Oregon, ordains as follows:

**Section 1.** Beginning, November 14, 2012, until further notice, Office Hours for City Hall will be 8 am to 5 pm, Monday, Tuesday, Thursday, and Friday, with lunches staggered to provide coverage on those days, and

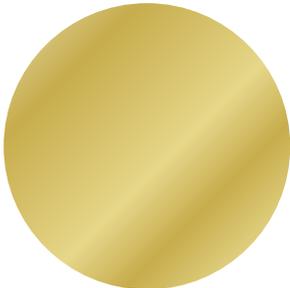
**Section 2.** City Hall will be closed to the public on Wednesday, however, City staff will be working to complete pending financial audits; and

**Section 3.** An emergency being said to exist, in that this action is required to bring the City into compliance with state statutes relating to annual audits as soon as possible, this Ordinance shall take effect immediately upon adoption.

First Reading: \_\_\_\_\_ Second Reading: \_\_\_\_\_

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF WILLAMINA** this 8th day of November, 2012, by the following vote:

<b>YEAS</b>	_____
<b>NAYS</b>	_____
<b>ABSTAIN</b>	_____
<b>ABSENT</b>	_____



\_\_\_\_\_  
**Vernon Mosser, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Sue C Hollis, City Recorder**